

**Town of Herndon
Position Classification and Salary Schedule
Fiscal Year 2003-2004**

July 2003

<u>POSITION</u>	<u>GRADE</u>	<u>ANNUALIZED RANGE</u>			<u>HOURLY RANGE</u>			<u>FLSA</u>	<u>CLASS</u>
		<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>OVERTIME</u> <u>STATUS</u>	
Accounting Technician II	5	\$26,604.45	33,742.86	42,567.20	\$12.7906	16.2225	20.4650	N	AS
Accounting Technician/Administrative Technician	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	AS
Administrative Assistant	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	AS
Administrative Planner	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	N	TEC
Aquatics Services Manager	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	N	PRO
Assistant Golf Course Superintendent	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	TEC
Assistant to the Town Manager	15	\$46,605.31	59,109.53	74,568.42	\$22.4064	28.4180	35.8502	E	PRO
Associate Planner	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	TEC
Attendant (Cart, Park)	101				\$5.8638		9.3580	N	AS
Building Inspector I	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	TEC
Building Inspector II	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	TEC
Building Official	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	PRO
Cemetery Manager	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	E	PRO
Chief, Programs & Project Management	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	PRO
Communications Technician	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	AS
Communications Technician Supervisor	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	TEC
Community Center Manager	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	N	PRO
Community Center Supervisor (seasonal)	107				\$11.6106		18.5290	N	AS
Community Center Supervisor I	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	AS
Community Center Supervisor II	8	\$32,605.66	41,352.59	52,168.90	\$15.6758	19.8811	25.0812	N	AS
Community Forester	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	E	TEC
Community Inspector	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	TEC
Community Inspector Assistant	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	AS
Crime Prevention Specialist	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	E	TEC
Custodian (seasonal)	105				\$8.7960		14.0368	N	SM
Custodian I	2	\$20,604.48	26,132.71	32,966.54	\$9.9060	12.5638	15.8493	N	SM
Custodian II	4	\$24,605.36	31,206.43	39,368.16	\$11.8295	15.0031	18.9270	N	SM
Deputy Director of Public Works	21	\$58,605.25	74,308.92	93,768.48	\$28.1756	35.7254	45.0810	E	PRO
Deputy Town Clerk	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	AS
Director of Community Development	24	\$64,605.42	81,938.70	103,368.93	\$31.0603	39.3936	49.6966	E	O&A
Director of Finance	25	\$66,604.72	86,586.83	106,568.80	\$32.0215	41.6283	51.2350	E	O&A
Director of Golf	21	\$58,605.25	74,308.92	93,768.48	\$28.1756	35.7254	45.0810	E	O&A

<u>POSITION</u>	<u>GRADE</u>	<u>ANNUALIZED RANGE</u>			<u>HOURLY RANGE</u>			<u>OVERTIME</u>	<u>CLASS</u>
		<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>STATUS</u>	<u>SERIES</u>
Director of Human Resources	21	\$58,605.25	74,308.92	93,768.48	\$28.1756	35.7254	45.0810	E	O&A
Director of Information Technology	23	\$62,606.13	79,402.26	100,168.64	\$30.0991	38.1742	48.1580	E	O&A
Director of Neighborhood Resources	21	\$58,605.25	74,308.92	93,768.48	\$28.1756	35.7254	45.0810	E	O&A
Director of Parks & Recreation	24	\$64,605.42	81,938.70	103,368.93	\$31.0603	39.3936	49.6966	E	O&A
Director of Public Works	25	\$66,604.72	86,586.83	106,568.80	\$32.0215	41.6283	51.2350	E	O&A
Engineer	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	E	PRO
Engineering Inspector	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	TEC
Equipment Operator	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	SC
Equipment Operator (seasonal)	108				\$14.7771		23.5821	N	SC
Equipment Operator/Greensworker	4	\$24,605.36	31,206.43	39,368.16	\$11.8295	15.0031	18.9270	N	SM
Facility Maintenance Mechanic II	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	SC
Facility Maintenance Mechanic III	8	\$32,605.66	41,352.59	52,168.90	\$15.6758	19.8811	25.0812	N	SC
Facility Maintenance Supervisor	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	SC
Field Inspector/Utility Marker	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	SC
Field Inspector/Utility Marker Supervisor	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	SC
Fleet Manager	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
General Services Administrator	15	\$46,605.31	59,109.53	74,568.42	\$22.4064	28.4180	35.8502	E	TEC
Golf Course Superintendent	15	\$46,605.31	59,109.53	74,568.42	\$22.4064	28.4180	35.8502	E	TEC
Golf Operations Assistant II	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	PAR
Golf Professional	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	PRO
Golf Recreation Clerk	105				\$8.7960		14.0368	N	AS
Golf Shop Assistant	106				\$9.9687		15.9087	N	AS
Groundswoker I	103				\$7.0366		11.2296	N	SM
Groundswoker II	104				\$7.7404		12.3523	N	SM
Help Desk Analyst	108				\$14.7771		23.5821	N	AS
Housing Rehabilitation Specialist	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
Human Resources Analyst	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	TEC
Legal Secretary	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	AS
Maintenance/Meter Mechanic	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	SC
Management Analyst	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
Manager of Financial Operations	16	\$48,605.65	61,645.75	77,769.33	\$23.3681	29.6374	37.3891	E	PRO
Manager of Recreation Services	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	PRO
Marketing Specialist	8	\$32,605.66	41,352.59	52,168.90	\$15.6758	19.8811	25.0812	N	PAR
Mechanic Assistant	4	\$24,605.36	31,206.43	39,368.16	\$11.8295	15.0031	18.9270	N	SC
Mechanic I	8	\$32,605.66	41,352.59	52,168.90	\$15.6758	19.8811	25.0812	N	SC
Mechanic II	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	SC
Mechanic/Equipment Operator	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	SC
Naturalist	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	TEC

<u>POSITION</u>	<u>GRADE</u>	<u>ANNUALIZED RANGE</u>			<u>HOURLY RANGE</u>			<u>OVERTIME</u>	<u>CLASS</u>
		<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>STATUS</u>	<u>SERIES</u>
Neighborhood Building Inspector	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	TEC
Neighborhood Improvement Specialist	15	\$46,605.31	59,109.53	74,568.42	\$22.4064	28.4180	35.8502	E	TEC
Network Analyst	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
Office Aide	104				\$7.7404		12.3523	N	AS
Office Assistant (seasonal)	107				\$11.6106		18.5290	N	AS
Office Assistant I	3	\$22,604.82	28,668.93	36,167.87	\$10.8677	13.7831	17.3884	N	AS
Office Assistant II	4	\$24,605.36	31,206.43	39,368.16	\$11.8295	15.0031	18.9270	N	AS
Office Assistant II/Administrative Clerk	5	\$26,604.45	33,742.86	42,567.20	\$12.7906	16.2225	20.4650	N	AS
Office Assistant III	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	AS
Office Assistant III/Administrative Clerk	8	\$32,605.66	41,352.59	52,168.90	\$15.6758	19.8811	25.0812	N	AS
Operations Coordinator	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
Paralegal	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	TEC
Planner	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
Pool Operations Manager	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	PAR
Preschool Teacher	6	\$28,604.99	36,279.08	45,767.49	\$13.7524	17.4419	22.0036	N	PAR
Procurement/Tax Specialist	10	\$36,604.67	46,425.66	58,566.98	\$17.5984	22.3200	28.1572	N	TEC
Program & Project Coordinator	11	\$38,605.84	48,962.95	61,769.55	\$18.5605	23.5399	29.6969	N	TEC
Public Information Officer	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	O&A
Public Works Superintendent	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	TEC
Records Technician	6	\$28,604.99	36,279.08	45,767.49	\$13.7524	17.4419	22.0036	N	AS
Records Technician Supervisor	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	AS
Recreation Assistant	5	\$26,604.45	33,742.86	42,567.20	\$12.7906	16.2225	20.4650	N	AS
Recreation Assistant (seasonal)	107				\$11.6106		18.5290	N	AS
Recreation Assistant II	6	\$28,604.99	36,279.08	45,767.49	\$13.7524	17.4419	22.0036	N	AS
Recreation Instructor I	104				\$7.7404		12.3523	N	PAR
Recreation Instructor II	106				\$9.9687		15.9087	N	PAR
Recreation Instructor III	107				\$11.6106		18.5290	N	PAR
Recreation Instructor IV	108				\$14.7771		23.5821	N	PAR
Recreation Instructor V	108				\$14.7771		23.5821	N	PAR
Recreation Instructor VI	109				\$16.9078		27.1080	N	PAR
Recreation Program Coordinator	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	E	PRO
Recreation Services Supervisor I	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	PAR
Recreation Services Supervisor I (seasonal)	107				\$11.6106		18.5290	N	PAR
Recreation Services Supervisor II	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	PAR
Sanitation Worker	2	\$20,604.48	26,132.71	32,966.54	\$9.9060	12.5638	15.8493	N	SM
Seasonal Laborer I	103				\$7.0366		11.2296	N	SM
Seasonal Laborer II	105				\$8.7960		14.0368	N	SM
Seasonal Laborer III	106				\$9.9687		15.9087	N	SM

<u>POSITION</u>	<u>GRADE</u>	<u>ANNUALIZED RANGE</u>			<u>HOURLY RANGE</u>			<u>OVERTIME</u>	<u>CLASS</u>
		<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>	<u>STATUS</u>	<u>SERIES</u>
Senior Accounting Technician	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	AS
Senior Civil Engineer	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	PRO
Senior Communications Technician	8	\$32,605.66	41,352.59	52,168.90	\$15.6758	19.8811	25.0812	N	AS
Senior Planner	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	PRO
Sign & Signal Technician I	5	\$26,604.45	33,742.86	42,567.20	\$12.7906	16.2225	20.4650	N	TEC
Student Intern	106				\$9.9687		15.9087	N	AS
Supervisor of Purchasing & Revenue	16	\$48,605.65	61,645.75	77,769.33	\$23.3681	29.6374	37.3891	E	PRO
Systems Administrator	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
Systems Manager	14	\$44,604.77	56,571.82	71,367.71	\$21.4446	27.1980	34.3114	E	PRO
Technical Services Manager	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	PRO
Town Clerk	15	\$46,605.31	59,109.53	74,568.42	\$22.4064	28.4180	35.8502	E	PRO
Traffic Control Supervisor/Coordinator	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	TEC
Traffic Signal Technician	9	\$34,604.96	43,889.23	55,367.94	\$16.6370	21.1006	26.6192	N	TEC
Transportation Planner	15	\$46,605.31	59,109.53	74,568.42	\$22.4064	28.4180	35.8502	E	TEC
Utility Equipment Operator I	4	\$24,605.36	31,206.43	39,368.16	\$11.8295	15.0031	18.9270	N	SC
Utility Equipment Operator II	5	\$26,604.45	33,742.86	42,567.20	\$12.7906	16.2225	20.4650	N	SC
Utility Equipment Operator II/Truck Driver	5	\$26,604.45	33,742.86	42,567.20	\$12.7906	16.2225	20.4650	N	SC
Utility Equipment Operator III	7	\$30,605.33	38,816.37	48,968.61	\$14.7141	18.6617	23.5426	N	SC
Utility Equipment Technician	6	\$28,604.99	36,279.08	45,767.49	\$13.7524	17.4419	22.0036	N	TEC
Utility Maintenance Manager	17	\$50,604.74	64,182.18	80,967.12	\$24.3292	30.8568	38.9265	E	TEC
Utility Maintenance Worker I	3	\$22,604.82	28,668.93	36,167.87	\$10.8677	13.7831	17.3884	N	SM
Utility Maintenance Worker II	5	\$26,604.45	33,742.86	42,567.20	\$12.7906	16.2225	20.4650	N	SM
Utility Work Crew Supervisor	12	\$40,604.93	51,499.17	64,969.01	\$19.5216	24.7592	31.2351	N	SC
Water Meter Reader	4	\$24,605.36	31,206.43	39,368.16	\$11.8295	15.0031	18.9270	N	SM
<u>POLICE SCALE</u>									
Police Officer I	P01	\$38,747.28	43,692.38	60,110.75	\$18.6285	21.0060	28.8994	N	PS
Police Officer First Class	P02	\$40,518.82	46,217.44	62,859.06	\$19.4802	22.2199	30.2207	N	PS
Senior Police Officer	P03	\$42,451.55	48,743.34	65,858.42	\$20.4094	23.4343	31.6627	N	PS
Police Corporal	P04	\$44,574.19	51,180.48	69,151.47	\$21.4299	24.6060	33.2459	N	PS
Police Sergeant	P05	\$46,802.29	56,318.08	73,303.57	\$22.5011	27.0760	35.2421	N	TEC
Senior Police Sergeant	P06	\$48,105.41	58,844.41	76,969.15	\$23.1276	28.2906	37.0044	N	TEC
Police Lieutenant	P08	\$54,568.80	63,894.31	84,655.58	\$26.2350	30.7184	40.6998	E	PRO
Police Captain	P10	\$59,768.59	71,469.90	92,679.81	\$28.7349	34.3605	44.5576	E	PRO
Chief of Police	P12	\$66,604.72	84,474.70	106,568.80	\$32.0215	40.6128	51.2350	E	O&A

(salaries determined by Town Council)

NON-CLASSIFIED POSITIONS

<u>POSITION</u>	<u>GRADE</u>	<u>ANNUALIZED RANGE</u>				<u>HOURLY RANGE</u>			<u>OVERTIME STATUS</u>	<u>CLASS SERIES</u>
		<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>		<u>LOWER</u>	<u>MIDPOINT</u>	<u>UPPER</u>		
Town Attorney		\$112,067.07								
Town Manager		\$120,000.19								

COUNCIL, BOARDS & COMMISSIONS

Mayor		\$6,000/year								
City Council		\$4,000/year								
Planning Commission		\$2,100/year								
Architectural Review Board		\$1,200/year								
Heritage Preservation Review Board		\$1,200/year								
Board of Zoning Appeals		\$600/year								